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**MINUTES FOR THE  
TRANSFER STATION SAFETY COMMITTEE  
Meeting of October 20, 2025  
Knightly Meeting Room, 33 Geremonty Dr., Salem, NH**

**PRESENT : Voting Members** Chair Cathy Stacey (Town Council) Vice-Chair Wayne Amaral (Municipal Services Director) Secretary Colleen Mailloux (Assistant Town Manager) Geoff Benson (Deputy Director - Public Works) James Pacheco (Facility Foreman) Nicole McGee (Finance Director) Dave Cantor (Resident)

**Absent:** Cindy Kenerson (Assistant Financial Director) Joe Devine (Town Manager)

**CALL TO ORDER:** Chair Stacey called the meeting to order at 4:00 PM

**Minutes:** There was discussion by Chair Stacey to make an adjustment on line 38 of mentioning who had motioned the Bylaws to be adopted and to add a time that the meeting had been adjourned.

Motion by Member Mailloux to approve the minutes from September 8, 2025, with the corrections set forth by Chair Stacey, second by Member Amaral

**Member Stacey - Yes**

**Member Amaral - Yes**

**Member Mailloux - Yes**

**Member Benson - Yes**

**Member Pacheco - Yes**

**Member McGee - Yes**

**Member Cantor - Yes**

**The motion passed 7-0-0**

**Public Comment** - There were no public comments at this time.

**Old Business - Website and Permit Hours :** Chair Stacey reviewed the Holiday Schedule for the Transfer Station that were provided for both 2025 and 2026. There was discussion on some of the holidays listed for 2026 to confirm that we had closed this year for them as well and it was confirmed that we had. Chair Stacey mentioned that this was a good idea and to asterisk this so that residents are aware of the holidays so that they do not show up on Thanksgiving or Christmas and wonder why the Transfer Station is closed. Member Amaral did confirm that it would be posted on our Facebook page as well. Member Benson did mention that it will also be on our message board at the Transfer Station as well.

**Review of Municipal Code:** Member Mailloux discussed the review that herself and Member Cantor did of the Municipal Code and feels that it is fairly current with what our current practices are but did have some red line revisions that could be adjusted. Member Amaral had made some suggestions when the document was circulated of additional changes that could potentially be made. Minor modifications would be where the Transfer Station sticker would be located on the windshield, when the permits are issued and expire or changing wording from Board of Selectmen to Town Council. If additional changes were to be made, would it be something to hold off on presenting to Town Council for amendment approval once there were a good number of changes to be made or to clean it up and start in a good space. Member Cantor addressed some additional changes that could be made in the Index section. There was continued discussion on the Municipal Code document as a whole along with changes that could be made to the Transfer Station pamphlet that is handed out with all permits that are purchased to clarify some information on what is and is not accepted along with adding in the

Municipal Code number itself for residents to be able to look up if any questions arise. Resident Roland Giguere, 16 Longwood Rd, also commented on the topic of the Compost Pile and the fact that this time of year people are putting pumpkins and apples in the composting pile which is confusing as it brings up the question of food composting vs leave/brush composting. Member Pacheco then brought up adding the language of Salem residents who obtain a permit but then come in with out of state licensed vehicles into the code. There was discussion to bring this up at a later time for a more in-depth conversation about how to both educate and enforce. Member Mailloux suggested that this document be kept as a working document where she and minute taker Lisa Perry can make the changes that were discussed and revisit it with additional recommendations and changes. Once we have substantial recommendations, we can then bring them to the Town Council for amendment approval. Member McGee made mention of making changes to 409.4-part E where the residential permits are handled by collections, but small business haulers and residential haulers are handled by finance.

**Updating of Signage:** Member Pacheco informed us that we have ordered a sign on October 7, 2025, through NH Beautification Facility for the front entrance which will put us in compliance with the State with what our facility accepts and doesn't accept. Moving forward, the discussion of signage will be focused on signage that is inside the Transfer Station that can be ordered through NH Beautification Facility, but we have to wait for our points to be restored at the end of this month or next month to be able to place our next order. Member Pacheco will draw up some drafts of signs that the committee can look at prior to ordering to place inside the Transfer Station.

**Ash Disposal Information:** Member Benson discussed purchasing a 3-yard hopper that would go onto the loader with a cover on it to keep moisture out. It would be placed where the Transfer Station employee could keep a good eye on it. Once the hopper is full the contents would be able to be dumped in the wood chip pile that get chipped up and hauled out in the Spring. Roland Giguere brought up a question on how to ensure that residents are only putting into the hopper wood ash and not other types of ash that have been burned from hazardous material such as pressure treated wood. Member Mailloux proposed the question is this a problem that we are trying to solve as we have gotten several complaints about not having it or is this something that we're looking into just to bring it back. Member Benson indicated that they have received complaints about not having ash disposal allowed at the Transfer station but that it is not an astronomical number of complaints. Member Pacheco suggested looking at Derry or Lebanon to see how they handle ash disposal or just reaching out to the state to get their take on it.

**New business - Metal Pile :** Member Benson provided an update that our vendor has been kind of keeping up with the metal pile removing on Monday's. The metal pile has been going down and feels that the one or two more Monday's and we should be back to a more manageable pile size. Resident Bill Arivella, 8 Glen Denin Dr, proposed a question about a friend of his who used to get things out of the metal pile as he would weld things together and sell them, since it's perfectly good material why is it not possible to put a sign up that you pick the pile at your own risk for people to utilize. Member Amaral responded with there is a value for the metal that is received however the main reason is safety. Member Benson also indicated that while some are careful and safe about obtaining the material from the pile others may not be which poses the liability for the public as a whole.

Follow-Up Items for next meeting:

- Looking at other signs to order for the inside the Transfer Station
- Open and Closing Plan for compliance with the State
- Follow-up on ash disposal

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106 **Next Meeting:** December 15<sup>th</sup> at 4:00 PM

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108 Motion by Member McGee to adjourn at 5:06 PM, second by Member Amaral

109 **Member Stacey - Yes**

110 **Member Amaral - Yes**

111 **Member Mailloux - Yes**

112 **Member Benson - Yes**

113 **Member Pacheco - Yes**

114 **Member McGee - Yes**

115 **Member Cantor - Yes**

116 **The motion passed 7-0-0**

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118 Notes/minutes taken by: Lisa Perry

119 Approved: Transfer Station Safety Committee

120 Date: December 15, 2025